



OFFICE OF THE DISTRICT ATTORNEY
County of San Luis Obispo

MEMORANDUM

TO: Board of Supervisors
FROM: Dan Dow, District Attorney
DATE: October 13, 2016
RE: Victim/Witness First Responders Video Project Donations

Recommendation

It is recommended that the Board accept a cash donation in the amount of \$2,121 from the Adult Abuse Prevention Council (AAPC). The donation was received in the first quarter of 2016-2017 and used for the sole purpose of preparing and completing a First Responder Video Project.

Discussion

The District Attorney's First Responder Committee (DAFRC) is a county-wide collaborative of service providers tasked with developing, producing, designing and distributing a specialized training First Responder DVD for first responders and support agencies. The underserved population includes elders, dependent adults and crime victims with disabilities.

In 2007, the DAFRC received a grant to produce the initial First Responder video. The funds are allocated to provide direct training to first responder's on how to best deal with special issues presented by the underserved victim population. Due to the need for current and more relevant information, these donations will be used to create a new First Responder Video by the end of 2016.

The total budget for this project is \$14,367, with \$2,246 still needing to be raised to ensure project completion. Of the total funds necessary, \$10,000 will be paid to Digital West Video Production for production of the video, script, shoot, edit and authoring; \$4,367 will be to a paid intern to coordinate the project.

Other Agency Involvement

The Adult Abuse Prevention Council is supportive of the need for providing updated material to this unique population and donated funds to our video project.

The District Attorney's Office has coordinated with the County Administrative Office and the Auditor-Controller to ensure compliance with government code to accept cash donations.

OFFICE OF THE DISTRICT ATTORNEY

Financial Considerations

Donations towards the video project will provide for the cost of making the video, as well as pay an intern for organizing and coordinating the project.

Results

Acceptance of these gift funds will allow the DAFRC to create a new First Responder video which will help train First Responders and county support agencies.

SAN LUIS OBISPO COUNTY HEALTH AGENCY



ANIMAL SERVICES DIVISION

885 Oklahoma Ave • P.O Box 3760 • San Luis Obispo, Californian 93406
805-781-4400 • FAX 805-781-1065

Jeff Hamm
Health Agency Director
Eric Anderson, DVM
Animal Services Manager



TO: Board of Supervisors

FROM: Catherine Thomas-Animal Services Division

DATE: October 11th, 2016

SUBJECT: Animal Services-FC137 Gift Fund Trust Accounts-Report

Recommendation

It is recommended that the Board accept cash donations in the amount of \$20,969 made to Animal Services gift funds during the first quarter of FY 2016-17.

Discussion

Donated funds are accumulated in five gift trust accounts when they are received. The four accounts include; 1) donations for Animal Requesting Friends (ARF) which allow Animal Services Division to provide extensive medical care and humane services to sheltered animals which exceed what Animal Services is able to provided within operating budget. Donations assist in making recipient animals more adoptable, improve the quality of their care and keep euthanasia rates low; 2) donations for Humane Education are utilized to provide education to youth during the year; and 3) spay and neuter donations providing additional alterations of adoptable animals; 4) Donate Adopt donations go toward animal adoption fees, where selected animals adoption fees are reduced to encourage re-homing; and 5) donations taken for specific events or projects directly related to the wellbeing and care of animals.

Other Agency Involvement

The Animal Services Division has coordinated with the County Administrative Office, County Counsel and the Auditor-Controller to ensure compliance with government code to accept cash donations.

Financial Consideration

Animal Services received donations in the amount of \$20,969 during the first quarter of FY 2016-17. ARF donations were received in the amount of \$13,643; spay and neuter donations received \$0; Humane Education donations received \$0; Animal Adoption donations in the amount of \$1,076; and Special Purpose donation totaled \$6,250.

Results

A total of 23 animals, 15 dogs and 8 cats in the first quarter were adopted using the

RECIPIENT
DATE
Page 2 of 2

Donate Adopt program, where individuals pay for half the actual adoption fee in order to promote the adoption of specific animals. Donations to ARF helped provide care to 40 cats and dogs during the first quarter of FY 2016-17, and \$6,000 in donated monies to the Special Purpose fund will help offset costs related to the care and shelter of 46 dogs Animal Services acquired during an animal hording seizure in August.



DEPARTMENT OF SOCIAL SERVICES

3433 South Higuera Street, Post Office Box 8119
San Luis Obispo, California 93403-8119

TO: Honorable Board of Supervisors

FROM: Leland W. Collins
Social Services Director

DATE: November 22, 2016

SUBJECT: Request to approve an appropriation transfer in the amount of \$617.35 from the Social Services Gift Trust Fund to the Social Services Administrative budget (Fund Center 180) to meet special needs for children and adults.

Recommendation

It is recommended that your Board approve an appropriation transfer in the amount of \$617.35 from the Social Services Gift Trust Fund to the Social Services Administrative operating budget to purchase special services for children and adults.

Discussion

Donated funds are accumulated in a gift trust account when they are received. After acceptance by your Board, they are transferred to Fund Center 180, Social Services Administration. The funds are used to help children, adults, and families who have special needs that are not provided for in our regular mandated programs. Examples of items to be purchased using Donated Funds may be, but are not limited to: Special outings or events, educational and recreational camps or activities, club memberships, graduation presents, school events requiring uniforms, swimming, music or dance lessons, medical care not covered by Medi-Cal, family-building activities, and crisis intervention services. All other sources of funding are explored before money from donated funds is utilized and funds are to be used for one-time or short-term duration.

Other Agency Involvement/Impact

None.


Financial Considerations

Donations in the amount of \$617.35 to be transferred from the gift trust account to Fund Center 180, Social Services Administration.

Results

- To enhance the quality of personal life for children, adults and families and/or to enhance the quality of services provided by regular mandated programs.
- To improve the well being of our community through services that protects children and adults and focus on personal responsibility.

TO: Board of Supervisors

FROM: Christopher Barnickel – Library Director 

DATE: November 22, 2016

SUBJECT: Request to accept a Friends of the Cambria Library cash donation and authorize a budget adjustment in the amount of \$34,673 from the Library's gift trust fund to 377 – Library operating budget and 200 – Public Works.

Recommendation

It is recommended that the Board accept a Friends of the Cambria Library cash donation and approve a budget adjustment in the amount of \$34,673 from the Library's gift trust fund to the Library operating budget. This approval will also increase the respective Public Works Library Maintenance account by \$34,673. This requires a four-fifths vote.

Discussion

The Friends of the Cambria Library wish to make a \$34,673 donation to the Library to reimburse the Library for work performed on the facade of the Cambria Library building. The facade project has been completed, and therefore the acceptance of the Friends of the Cambria Library cash donation will complete all financial obligations between the Friends of the Cambria Library and the Library in regards to this project.

Other Agency Involvement

We have coordinated this request with the County Auditor/Controller Office.


Financial Considerations

This transfer will make available \$34,673 for the Library's operating budget and increase the Public Works Library Maintenance account.

Results

To accept \$34,673 in gift funds from Friends of the Cambria Library for reimbursement for expenditures to the Cambria Library Building.

TO: Board of Supervisors

FROM: Christopher Barnickel – Library Director 

DATE: November 22, 2016

SUBJECT: Request to accept cash donations and authorize a budget adjustment in the amount of \$81,911.99 from the Library's gift trust fund to FC 377 – Library operating budget.

Recommendation

It is recommended that the Board accept cash donations and approve a budget adjustment in the amount of \$81,911.99 from the Library's gift trust fund to the Library operating budget. This requires a four-fifths vote.

Discussion

This transfer allows the Library to utilize funds contributed by individuals and community organizations in various parts of the County. Library funds have been expended on books, materials and other items, as requested by the contributory individuals and organizations. This transfer will reimburse the Library, from the Gift fund, for such monies spent.

Other Agency Involvement

We have coordinated this request with the County Auditor/Controller Office.

Financial Considerations

This is a routine transfer procedure with funds contributed from the various communities. No additional funds are requested. This transfer covers April 1 through September 30, 2016 expenditures.

Results

To accept \$81,911.99 in gift funds that will allow the Library to augment services to the public.

Attachments



DEPARTMENT OF SOCIAL SERVICES

*3433 South Higuera Street, Post Office Box 8119
San Luis Obispo, California 93403-8119*

TO: Board of Supervisors

FROM: Leland W. Collins, Social Services Director

DATE: November 22, 2016

SUBJECT: Request for Relief from Accountability

Recommendation

It is recommended that your Board approve a Request for Relief from Accountability in the amount of \$14,681.42 for the current quarter.

Discussion

State Fiscal Manual Section 25-480 and Government Code Section 25257 require the Department of Social Services to obtain Board approval for discharge of accountability for debts owed as the result of the overpayment of public assistance benefits. Since Welfare and Institutions code 10850 requires that the names of individuals be held confidential, the Department is providing a summary by program of these debts.

Rules and regulations governing aid payments are complex, change frequently and mandate that certain overpayments cannot be billed. The State Manual of Policies and Procedures for Eligibility and Assistance Standards (MPP EAS) Regulation 44-350.161[b] and 44-352.3 state that no further collection efforts shall be made if the county determines that the cost to collect the overpayment exceeds the amount to be recovered, if the debtor dies, if the debtor is unable to locate, if the debt is uncollectable or if the debtor undergoes Bankruptcy.

The current Relief from Accountability covers the July through September, 2016 quarter case cleanup. The Department has pursued all available means of collection including (if applicable) monthly billing, repayment agreements, benefit reductions and tax intercept. After a lengthy timeframe of collection attempts, these amounts were determined as appropriate to be written off.

Other Agency Involvement

None.

Financial Considerations

This request for relief is for a combination of CALWORKS, CalFresh, and General Assistance debts. The total amount from which the Department is requesting relief is \$14,681.42 for 26 total debts.

Of these 26 debts we have identified:

CALWORKS – 11 debts totaling \$10,201.82 with a County share of cost of \$255.05

CalFresh – 8 debts totaling \$1,396.11. There is no County share of cost for CalFresh

General Assistance – 7 debts totaling \$3,083.49 with a County share of cost of \$3,083.49

Results

By relieving the Department of the requested \$14,681.42, collection staff will be released from the task of reviewing and maintaining records of debts that are no longer collectable for the aforementioned reasons.



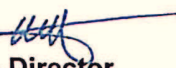
SAN LUIS OBISPO COUNTY
DEPARTMENT OF PUBLIC WORKS

Wade Horton, Director

County Government Center, Room 206 • San Luis Obispo CA 93408 • (805) 781-5252
Fax (805) 781-1229 email address: pwd@co.slo.ca.us



TO: Honorable Board of Supervisors

FROM: Wade Horton 
Public Works Director

DATE: November 22, 2016

SUBJECT: Request to approve Budget Adjustment in Fund Center 200

Recommendation

It is recommended that your Board approve a budget adjustment in the amount of \$500,000 to Countywide Facilities Master Plan in Fund Center 200 – Maintenance Projects, using the General Government Building Replacement designation, for seismic assessments at County facilities.

Discussion

The Board has requested that we conduct seismic assessments of all county facilities, similar to the ADA assessments in progress. Since this initiative was not included in the 2016-17 fiscal budget, we are requesting a budget adjustment from the Building Replacement Designation in order to prepare an RFP and start the process.

Other Agency Involvement/Impact

The Department has worked with the Auditor Controller's office and the Administrative office regarding this BAR.

Financial Considerations

This item will increase the General Fund support to the Countywide Facilities Master Plan project.

Results

The Countywide Facilities Master Plan project in Fund Center 200 - Maintenance Fund will have the necessary amount of funding to appropriate seismic assessment projects at County facilities.

County of San Luis Obispo



TO: Board of Supervisors

FROM: Information Technology / Daniel Milei, Director

DATE: November 22, 2016

SUBJECT: Request to amend the Fixed Asset List for Fund Center 266 – Countywide Automation to include the replacement of four, out-of-support MIII transceiver units for the County's radio communications system in the amount of \$28,000. All Districts.

RECOMMENDATION

It is recommended that the Board approve the amendment of the fixed asset list for Fund Center 266 – Countywide Automation to include the replacement of four out-of-support MIII transceiver units for the County's radio communications system in the amount of \$28,000.

DISCUSSION

The purchase of these MIII replacement parts was approved in FC 266 – Countywide Automation for FY 2015-16. At the time the budget was prepared, this purchase was incorrectly placed in the Services and Supplies appropriation. Each unit will cost approximately \$7,000 and any equipment that costs more than \$5,000 per unit is to be capitalized per the Auditors Office Capital Asset Policy. In order for this future purchase to be capitalized, the budget amount of \$28,000 will need to be moved to the Capital Outlay appropriation in FC 266 and the four MIII transceiver units will need to be added to the fixed asset list for FC 266.

OTHER AGENCY INVOLVEMENT/IMPACT

This request has been prepared in concurrence with the Auditor Controller's Office and the County Administrative Office.

FINANCIAL CONSIDERATIONS


The purchase of these MIII replacement parts was approved as part of the FY 2015-16 budget for FC 266 – Countywide Automation. As such, no additional funding is needed to move the budget amount of \$28,000 to the fixed asset list.

RESULTS

Approval of the request for the purchase of the MIII transceiver units will ensure that County departments receive the radio coverage necessary for their operations.

This meets the County's Community-wide results for a Well-Governed Community: "The County will provide high quality "results oriented" services that are responsive to community desires."

TO: Board of Supervisors

FROM: Christopher Barnickel – Library Director 

DATE: November 22, 2016

SUBJECT: Request to authorize a budget adjustment in the amount of \$14,582.32 from the Library's Atascadero Building Expansion Reserve to FC 377 – Library operating budget to reimburse the Library Department for Atascadero Library related costs.

Recommendation

It is recommended that the Board approve a budget adjustment in the amount of \$14,582.32 from the Library's Atascadero Building Expansion Reserve to the Library operating budget. This requires a four-fifths vote.

Discussion

The new Atascadero Library building located at 6555 Capistrano, Atascadero, opened June 7, 2014. Equipment and supply costs incurred for the new building total \$14,582.32. These costs are directly associated to the new Atascadero Library buildings and have been paid from the Library's operating budget. It is appropriate that the Library's operating budget be reimbursed for these expenses from the Library's Atascadero Building Expansion Reserve.

Other Agency Involvement / Impact

This request has been coordinated with the County Auditor/Controller Office.

Financial Considerations

This transfer will make available \$14,582.32 for the Library's operating budget.

Results

To accept \$14,582.32 in Library Reserve funds that will allow the Library to augment services to the public.